

Adopt-A-River Program Application



Thank you for your interest in the Indiana Department of Natural Resources (IDNR) Adopt-A-River (AAR) program. To apply for participation in the AAR program, please thoroughly review, complete, and sign (where indicated) the following materials:

- ☐ Guidelines
- ☐ Application- General Information
- ☐ Highway Sign Application
- ☐ Liability Waiver*
- ☐ Statement of Nondiscrimination

*Prior to participating in any clean-up activities affiliated with the AAR program, each individual volunteering with your group must sign and return this form to IDNR.

The form **Consent for Access to Property** is provided for use in organizing clean-up activities affiliated with the Adopt-A-River program and need *not* be returned to IDNR.

The following items must be submitted for an application to be complete:

- ☐ Signed AAR Application (pages 4-5)
- ☐ Statement of Non-Discrimination (page 6)
- ☐ Map clearing indicating stream segment your group wishes to adopt and preferred sign location
- ☐ Highway sign application

The Hoosier Riverwatch Coordinator will contact you upon approval of your group's application. Your group may then plan and implement your first cleanup event. A Clean-up Activity Report must be submitted to Hoosier Riverwatch within two weeks of each cleanup. After Hoosier Riverwatch receives your report, your group's AAR highway sign will be ordered. Please be aware that installation of the sign may take several months.

In selecting your AAR site and your highway sign location, please remember that the signs were developed for highways and our only agreement is currently with the Indiana Department of Transportation for installation and maintenance. However, many groups have requested locations that are not on highways. If your group prefers a location that is not on a state or federal highway, you may be responsible for contacting the authority in your area, obtaining permission, and arranging for the sign's installation. If there is a highway location near you that would be appropriate, changing to this location may make your sign installation faster and easier.

Please make copies of these materials before returning the signed originals to the below address. If you have any questions or concerns, please contact us!

Lyn Crighton, Hoosier Riverwatch Coordinator
Jan Hosier, Riverwatch Volunteer/Outreach Coordinator

Email: Riverwatch@dnr.state.in.us
Email: riverinfo@dnr.state.in.us

Fort Harrison State Park-NREC
5785 Glenn Road
Indianapolis, IN 46216-1066
Phone: (317) 541-0617
Fax: (317) 562-0790
Website: www.riverwatch.in.gov

IDNR ADOPT-A-RIVER GUIDELINES

When a volunteer group signs the approval section below, it agrees to follow the guidelines for the Indiana Department of Natural Resources (IDNR) Adopt-A-River (AAR) program:

1. IDNR, as represented by the Hoosier Riverwatch Coordinator, reserves the right to determine the eligibility of streams (or sections of streams) for consideration in the AAR program. The adopted section must be a minimum of ½ mile in length and include both streambanks. Due to safety considerations, the removal of debris from streambeds is not necessarily required. For more information on eligibility, please contact the Hoosier Riverwatch Coordinator.
2. A volunteer group may adopt any section of stream in Indiana, although its right to access a particular stream may be limited due to private ownership of the streambed and banks (see below). Adopting groups must not trespass on private property at any time during their participation in the AAR program. Prior to beginning any clean-up activities, an adopting group is advised to research property ownership and obtain permission to enter or access any private property through or over which its adopted section of stream passes. IDNR provides the attached form, "Consent for Access to Property," to aid adopting groups in acquiring such permission. IDNR advises adopting groups to forgo clean-up activities on any private property for which they do not have permission to enter or access.

Access to Indiana Streams: The right of public access to Indiana streams is determined by whether the waterway is classified as "navigable." While all flowing surface water in the state of Indiana is owned by its citizens, the public may only enter or access without permission the streambeds and banks (up to the Ordinary High Water Mark) of navigable waterways. The streambeds and banks of non-navigable waterways are privately owned and, therefore, require permission to enter or access. To learn if a particular stream is navigable, non-navigable, or currently unclassified, please refer to the attached "Roster of Indiana Waterways Declared Navigable," Natural Resources Commission Information Bulletin # 3 of the *Indiana Register*, Vol. 15, No. 10, July 1, 1992. This information is available via the Internet at <http://www.state.in.us/nrc/policy/III.html>. For additional questions, please contact the Riverwatch Coordinator.

3. Prior to performing an initial clean-up activity, adopting groups must submit to the Hoosier Riverwatch Coordinator the AAR application which lists:
 - A. group name and contact information (name, address, phone number of leader or representative);
 - B. name and location of the section of stream the group wishes to adopt;
 - C. nature of clean-up activities and types of equipment (e.g., heavy machinery) needed;
 - D. site safety concerns (e.g., toxic materials); and
 - E. any local government agency (e.g., County Board of Health, Solid Waste Management District) or private organization that may be of assistance.

The Hoosier Riverwatch Coordinator will notify the adopting group upon approval of the application.

Note: If the streambed or bank will be physically altered during clean-up activities, thereby creating a need for stabilization, groups may need to apply for an IDNR permit under Indiana's Flood Control Act of 1945. Please contact the Permitting Section of IDNR-Division of Water at (317) 232-4160 if such a need arises.

4. An adopting group may consist of two or more volunteers representing any civic organization, business, school, community group, or family in the state of Indiana. Adopting groups must not subcontract or permit others to clean up their adopted section of stream. It is important that the AAR program remain a volunteer program performed by the designated group.
5. An authorized representative of the adopting group must provide a statement (see page 7 *Statement of Nondiscrimination*), subject to the penalty of perjury and in a form acceptable to IDNR, which states to

the best knowledge of such representative that the organization does not discriminate on the basis of age, race, color, religion, sex, national origin, or disability in contravention of any federal, state, or local law, regulation, decree, or order in the selection of its members, activities, or services provided.

6. Adopting groups must perform clean-ups a minimum of two times per year with at least four months between each. IDNR encourages groups to perform one clean-up in late-spring and one in the fall.
7. IDNR encourages adopting groups to provide public notice of their intention to conduct clean-up activities along a specified section of stream through the newspaper or with fliers delivered to property owners. Likewise, IDNR encourages adopting groups to inform the Hoosier Riverwatch Coordinator of the dates and locations of scheduled clean-up activities.
8. To receive credit for participation in the AAR program, adopting groups must submit to IDNR a Clean-Up Activity Report describing any clean-up activity along the adopted section of stream. The report must be submitted to the Hoosier Riverwatch Coordinator within two weeks of performing a clean-up activity.
9. Prior to participating in any clean-up activities, each person who intends to be present must sign and return the attached waiver agreement to IDNR. Each volunteer participating in the AAR program who is under the age of 12 must be accompanied by a parent or legal guardian during all clean-up activities. Groups including members between the ages of 12 and 16 must provide supervision by at least one adult (21 years of age or older) for every six members in the 12-16 age group. Participants under 18 years of age must have the waiver signed by a parent or legal guardian.
10. During clean-up activities, the possession or consumption of alcoholic beverages or controlled substances is strictly forbidden for AAR participants. Volunteers may not participate in any AAR-related activities while under the influence of alcohol or controlled substances.
11. When feasible, adopting groups are encouraged to recycle materials collected during clean-up activities.
12. An adopting group's AAR sign will be installed after completion of the initial clean-up activity. A clean-up is considered complete when the group has submitted to IDNR a Clean-Up Activity Report and the Hoosier Riverwatch Coordinator has verified the group's compliance with all AAR guidelines. The AAR signs are the property of IDNR and will be installed and maintained by IDNR via the Indiana Department of Transportation. IDNR will determine the final wording to be placed on the official AAR signs. Logos, inappropriate language, or supplemental signs will not be placed on the official AAR sign.
13. The application must contain emergency information including the names, addresses, and phone numbers of group leaders and/or designated representatives. Without this information, the group's application will not be processed. Information concerning the group must be updated when changes in leadership occur.
14. IDNR may terminate the agreement and/or remove the AAR signs bearing the program participant's name or acronym if it determines that: 1) the group is not meeting the terms or conditions of the AAR agreement; 2) the group is acting contrary to program guidelines; 3) the adoption is proving to be counterproductive to program goals; 4) undesirable results such as increased litter, vandalism, or sign theft are resulting from the adoption; and/or 5) group members have engaged in irresponsible behavior within their adopted section of stream. If such a situation arises, the Hoosier Riverwatch Coordinator will notify the adopting group and seek to resolve the matter of compliance before making a final decision to terminate the group's AAR designation.
15. At any time, the AAR program may be modified in scope, altered in any other manner, or terminated solely at the discretion of IDNR.

IDNR ADOPT-A-RIVER APPLICATION

Date:

Name, address, and phone number of organization:

Contact person(s): (In case of emergency, include addresses and phone numbers if different from above.)

Name of stream:

Location of section of stream your group wishes to adopt: (In addition to a written description, please attach a detailed map—such as an assessor's, zoning, or topographical map that clearly illustrates the section of stream your group wishes to adopt.)

Estimated length of stream section (in miles):

General description of your organization and the volunteers who would be participating in clean-up activities:

Nature of clean-up activities and types of equipment you intend to use: (Will you remove only litter by hand while walking along the streambank, or do you intend to use heavy equipment to remove such materials as car bodies or discarded household goods? Please describe.)

Site safety concerns: (Describe any safety issues that may affect the section of stream you wish to adopt. What is the physical nature of the site - is it steeply sloping or difficult to access? Is the water unsafe for contact due to pollution or depth and swiftness? Are there any toxic materials of which you should be aware, such as sediment contaminated with PCBs?) To learn more about particular pollution concerns, contact your local health department or the Indiana Department of Environmental Management - Office of Water Management: for water quality questions contact Art Garceau at (317) 308-3381, and for sediment concerns contact Lee Bridges at (317) 308-3183.

Government agencies or private organizations that may be of assistance: (Prior to beginning any clean-up activities, compile a list of the names, addresses, and phone numbers of the technical resources in your area that may be of assistance. Suggested contacts include your local health department, the county Soil and Water Conservation District, a local Solid Waste Management District, a recycling or waste disposal company, a local Conservation Officer, etc.)

Once you have thoroughly completed this application, please sign below:

APPROVAL SIGNATURES

Group name _____

Group president/director/principal _____ Date _____
(signature)

(printed name)

Primary contact person _____ Date _____
(signature)

(printed name)

Hoosier Riverwatch Coordinator _____ Date _____

(printed name)

STATEMENT OF NONDISCRIMINATION

IDNR Adopt-A-River

STATE OF INDIANA

COUNTY OF _____

I, _____, hereby swear and affirm, under penalty of perjury, as follows:

1. I am an authorized representative of _____, which has applied for participation in the Indiana Department of Natural Resources Adopt-A-River program.
2. The group or organization listed above does not discriminate on the basis of age, race, color, religion, sex, national origin, or disability in contravention of any federal, state, or local law, regulation, decree, or order in the selection of its members, activities, or services provided.
3. The matters herein are made from my personal knowledge, are true to the best of my knowledge, and that I am competent to testify thereto.

FURTHER AFFIANT SAYEST NOT

Signature _____

Printed name _____

Office or position _____

Subscribed and sworn by me this

_____ day of _____, _____.
day month year

LIABILITY WAIVER

IDNR Adopt-A-River

Prior to participating in any clean-up activities affiliated with the Adopt-A-River program, each individual volunteering with an adopting group must sign and return the below liability waiver to the Indiana Department of Natural Resources. *Please make multiple copies of this form.*

✂ ✂ ----- ✂ ✂ ----- ✂ ✂ ----- ✂ ✂ -----

LIABILITY WAIVER

I, _____ (*print name*), hereby agree to waive any and all claims against the Indiana Department of Natural Resources arising in any fashion from my voluntary participation in the Adopt-A-River program. It is acknowledged that work on or near streams is inherently dangerous and that any and all risks associated with such work are voluntarily assumed.

Group name

Signature of participant

Date

Signature of parent/guardian if under the age of 18

Date

Please sign and return this form to: Hoosier Riverwatch Coordinator, Fort Harrison State Park-NREC,
5785 Glenn Road, Indianapolis, IN 46216-1066.

✂ ✂ ----- ✂ ✂ ----- ✂ ✂ ----- ✂ ✂ -----

LIABILITY WAIVER

I, _____ (*print name*), hereby agree to waive any and all claims against the Indiana Department of Natural Resources arising in any fashion from my voluntary participation in the Adopt-A-River program. It is acknowledged that work on or near streams is inherently dangerous and that any and all risks associated with such work are voluntarily assumed.

Group name

Signature of participant

Date

Signature of parent/guardian if under the age of 18

Date

Please sign and return this form to: Hoosier Riverwatch Coordinator, Fort Harrison State Park-NREC,
5785 Glenn Road, Indianapolis, IN 46216-1066.

CONSENT FOR ACCESS TO PROPERTY

I/We, _____, hereby grant permission to _____
to enter upon and access property owned by me and described as the following:

Street address _____

City or town _____

Zip code _____

County _____

Additional description or separate mailing address:

Access is granted to the above individual who represents _____ (group name) to
enable him/her to perform stewardship activities along the _____ (stream name)
consistent with the Indiana Department of Natural Resources Adopt-A-River program. Activities that may take place at
this location include:

- Performing clean-up activities along the banks and in the waterway as may be determined to be necessary to remove
litter and other debris as may be found there.
- Other terms (e.g., specific dates, locations, access points – otherwise indicate “None”):

*My consent to allow access to the property is not an admission of any liability or responsibility to reimburse any
person for this activity, nor an obligation or duty on the part of the above person to perform such activity.
Furthermore, my consent to allow access to this property is given with the understanding that all persons involved
in this activity have signed a liability waiver.*

PROPERTY OWNER:

Signature _____ Date _____

Printed name _____

Phone number () _____

WITNESS:

Signature _____ Date _____

Printed name _____

Phone number () _____

This form may assist you in obtaining permission to access private property. **Please retain it for your own records.**
Please contact Hoosier Riverwatch at (317) 541-0617 with any questions or concerns.



Indiana Department of Natural Resources Adopt-A-River (AAR) Program Highway Sign Application



Groups Complete Top Portion Only (Please Print!)

Group's name: One letter or space for each block (30 letters maximum)

Group's mailing address: _____

City _____ State _____ Zip _____

Phone () _____ Fax () _____ Email _____

Group member who will act as the primary contact: _____

Address _____

City _____ State _____ Zip _____

Phone () _____ Fax () _____ Email _____

Preferred location* for AAR highway sign (designate on your enclosed map):

1. Name of adopted waterway _____

2. Name of state highway near or crossing adopted stretch of waterway _____

3. Direction you would like the sign to be facing (circle one): North South East West
(e.g. If the sign is facing South, you can read it when you are driving North.)

* According to the Memorandum of Understanding between the Indiana Department of Natural Resources (IDNR) and the Indiana Department of Transportation (INDOT), Adopt-A-River signs will be placed at the nearest waterway/highway crossing and behind an exiting guardrail in a safe location. At crossings with preexisting river name signs, INDOT will incorporate AAR signs when possible.

1 _____
IDNR Hoosier Riverwatch Coordinator Date

2 _____
INDOT Operations Support Division Date

3 _____
INDOT Logistical Support Section Date

4 _____
INDOT District Traffic Engineer Date

Sign Location As Installed by INDOT

Date Installed

When complete, send to: Hoosier Riverwatch, Fort Harrison State Park-NREC, 5785 Glenn Road, Indianapolis, IN 46216-1066.
For Questions contact Lyn Crighton by email at Riverwatch@dnr.state.in.us or by phone at (317) 541-0617.